

QLife Network

QualityLife Intergovernmental Agency

AGENDA

QLife Regular Board Meeting

**Thursday, December 20, 2012, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of October 4, 2012 QLife Regular Board Meeting Minutes
5. Financial Reports
 - a. Sept/Oct/November Financial Reports
 - b. List of Disbursements since Last Meeting
6. Discussion Items
 - a. District 21 Grant recommendation
7. Action Items
 - a. Fiscal Year 2011-12 Audit Report
 - b. Authorization of recommendation of federal attorney
 - c. Authorization of Needs and Issues submission
8. Reports
 - a. Strategic Plan – Keith Mobley
 - b. Wi Fi Project – Nolan Young
 - c. Redundancy/Bisector Project Update – Memo from Erik Orton
 - d. Aristo Operational Management Report – John Amery
9. Next Meeting Dates:
 - a. Regular Board Meeting January 17, 2012 Noon
10. Adjourn

QLife Network

QualityLife Intergovernmental Agency

MINUTES

QLife Regular Board Meeting

Thursday, October 4, 2012, Noon
The Dalles City Hall, 313 Court Street
2nd Floor Conference Room

Call to Order

The meeting was called to order by Vice Chair Hege at 12:10 p.m.

Roll Call

In attendance: Scott Hege, Erick Larson, Brian Ahier
Staff in attendance: Nolan Young, Izetta Grossman, John Amery, Keith Mobley
Guest: Mike Smith, Sherman County Commissioner
Board Absent: Dan Spatz, Dan Ericksen

Approval of Agenda

It was moved by Larson and seconded by Ahier to approve the agenda as submitted. The motion carried unanimously, two absent.

Approval of August 16, 2012 QLife Regular Board Meeting Minutes

It was moved by Ahier and seconded by Larson to approve the Minutes of the August 16, 2012 meeting as submitted. The motion carried unanimously, two absent.

Financial Reports

Young reviewed the August financials, noting several new connections were in the works.

Discussion Items

Mike Smith, Sherman County Commissions discussed Sherman County Wi Fi system. It was a wireless system with backhauling through Frontier. The system is "best effort" not mission critical. Mike offered to have the board call him with any questions.

Robotics Scholarship/Grant – after some discussion the Board requested that staff contact D21 and inquire how the funds would be used.

Other Scholarship funds - it was the consensus of the Board to distribute the \$2000 to Columbia Gorge Community College and request follow up on what type of major received the scholarship and use.

Participation in Wi Fi Expansion – Young reviewed the memo regarding expansion of the Downtown Wi Fi system with use of grant funds from Google and request for additional funds from QLife. It was moved by Ahier and seconded by Larson for QLife to participate in the Wi Fi Expansion with the Google Grant and the City of The Dalles in the amount of \$42,000 for the expansion to Kramer Field and Riverfront Park, and an additional \$10,000 to expand the capacity of the system to the Discovery Center. The motion carried unanimously, two absent.

Action Items

Mobley reviewed the Approval of IGA for Strategic Plan, noting that there would be a meeting at the conclusion of the Oregon Connections Convention that board members were invited to attend. It was moved by Larson and seconded by Ahier to authorize staff to sign the IGA. The motion carried unanimously, two absent.

Reports

Amery reported that there had been a delay with the Redundancy/Bisector Project due to issues with the OSP Insight program that runs with GIS. QLife was losing data, updated information wasn't saving. He was working with Wasco County on a backup system and with OSP on the errors. The scheduling plan for the customer work was scheduled for next week; followed by one month to start splicing. Amery anticipated completion of that portion within one month; with splicing taking an additional month. He projected a project completion date of January 2013.

Amery reported no news on the NorCor easement; however, he had access through a key code given to him by the rodeo. No easement required just a case of access.

Next Meeting Dates:

Regular Board Meeting November 15, 2012 Noon

Adjourn

Being no further business the meeting was adjourned at 1:55 p.m.

Respectfully submitted:

Izetta Grossman, Recording Secretary

Attested:

Erick Larson, Secretary/Treasurer

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – **September 2012**

BANKING:

QLife monies are deposited into a separate bank checking account. We opened a Money Market Account in December 2008 that we transfer excess funds into when possible to earn interest.

The information below is a comparison of budget to actual revenues and expenditures for the month just ended by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

25% of the year has passed.

Each fund exceptions narrative has four possible paragraphs; 1 - is the beginning balance, 2 - is new revenues, 3 - is expenditures and 4 - if present, is budget changes.

Operations (600):

BUDGET COMPARISONS

	<u>July 1, 2012 to September 30, 2012</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 50,438	\$ 66,850	132.5%	* see below
Revenues	\$ 569,100	\$ 126,632	22.2%	
Expenditures	\$ 303,694	\$ 28,087	2.9%	
Transfers to Capital/Debt Fund	\$ 315,844	\$ 86,139	27.3%	
Cash at Month End	\$ 37,443.29			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures: The Buildings and Grounds line item has been over-expended by \$1,124.80 due to the purchase and installation of a security system for the QLife room that was expected to be completed in the last fiscal year.
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

CAPITAL (601):

BUDGET COMPARISONS

	<u>July 1, 2012 to September 30, 2012</u>		
	Budget	Actual	Percentage
Beginning Balance	\$ 219,124	\$ 212,660	97.0% * see below
Transfers In	\$ 315,844	\$ 86,139	27.3%
Revenues	\$ 82,500	\$ 0	0.0%
M&S / Capital Outlay / Other	\$ 367,684	\$ 8,252	2.2%
Debt Expenditures	\$ 249,784	\$ 45,976	18.4%
Cash at Month End	\$ 248,789.72		

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here are estimated and have NOT been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – **October 2012**

BANKING:

QLife monies are deposited into a separate bank checking account. We opened a Money Market Account in December 2008 that we transfer excess funds into when possible to earn interest.

The information below is a comparison of budget to actual revenues and expenditures for the month just ended by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

33% of the year has passed.

Each fund exceptions narrative has four possible paragraphs; 1 - is the beginning balance, 2 - is new revenues, 3 - is expenditures and 4 - if present, is budget changes.

Operations (600):

BUDGET COMPARISONS

	<u>July 1, 2012 to October 31, 2012</u>		
	Budget	Actual	Percentage
Beginning Balance	\$ 50,438	\$ 66,850	132.5%
Revenues	\$ 569,100	\$ 168,847	29.7%
Expenditures	\$ 303,694	\$ 35,085	11.6%
Transfers to Capital/Debt Fund	\$ 315,844	\$ 114,852	36.4%
Cash at Month End	\$ 41,427.26		

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here have been audited.*
- 2) Revenues:
- 3) Expenditures: The Buildings and Grounds line item has been over-expended by \$1,124.80 due to the purchase and installation of a security system for the QLife room that was expected to be completed in the last fiscal year.
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

CAPITAL (601):

BUDGET COMPARISONS

	<u>July 1, 2012 to October 31, 2012</u>		
	Budget	Actual	Percentage
Beginning Balance	\$ 219,124	\$ 212,640	97.0% * see below
Transfers In	\$ 315,844	\$ 114,852	36.4%
Revenues	\$ 82,500	\$ 2,440.03	3.0%
M&S / Capital Outlay / Other	\$ 367,684	\$ 8,898	2.4%
Debt Expenditures	\$ 249,784	\$ 57,471	23.0%
Cash at Month End	\$ 265,362.95		

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used have been audited.*
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: No budget changes have been made to this fund this fiscal year.

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

ACCOUNT DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
300 BEGINNING BALANCE								
300 00 00	4,203	-00		16,812	66,849.23	398	50,438	16,411.23-
300 **	4,203	.00		16,812	66,849.23	398	50,438	16,411.23-
300 ***	4,203	.00		16,812	66,849.23		50,438	16,411.23-
340 CHARGES FOR SERVICES								
344 UTILITY SERVICES								
10 00 UTILITY SERVICE CHARGES	43,862	41,745.00	95	175,448	168,320.00	96	526,350	358,030.00
15 00 LSN CREDITS	0	.00		0	.00		0	.00
20 00 CONNECT CHARGES	187	450.00	241	748	450.00	60	2,250	1,800.00
344 **	44,049	42,195.00	96	176,196	168,770.00	96	528,600	359,830.00
340 ***	44,049	42,195.00		176,196	168,770.00		528,600	359,830.00
360 OTHER REVENUES								
361 INTEREST REVENUES								
00 00 INTEREST REVENUES	41	19.40	47	164	76.95	47	500	423.05
361 **	41	19.40	47	164	76.95	47	500	423.05
369 OTHER MISC REVENUES								
00 00 OTHER MISC REVENUES	0	.00		0	.00		0	.00
20 00 E-RATE REIMBURSEMENT	3,333	.00		13,332	.00		40,000	40,000.00
369 **	3,333	.00		13,332	.00		40,000	40,000.00
360 ***	3,374	19.40		13,496	76.95		40,500	40,423.05
390 OTHER FINANCING SOURCES								
392 SALE OF FIXED ASSETS								
00 00 SALE OF FIXED ASSETS	0	.00		0	.00		0	.00
392 **	0	.00		0	.00		0	.00
390 ***	0	.00		0	.00		0	.00
FUND TOTAL QUALITYLIFE AGENCY FUND	51,626	42,214.40		206,504	235,696.18		619,538	383,841.82

FUND 600 QUALITYLIFE AGENCY FUND
 BA ELE OBJ ACCOUNT

DEPT/DIV 6000 OLIFE/
 *****CURRENT***** YEAR-TO-DATE*****
 BUDGET ACTUAL %EXP BUDGET ACTUAL %EXP

SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDDT
66	EXPENSE-ACCOUNT										
660	FINANCIAL OPERATIONS										
02	MATERIALS & SERVICES										
31	10 ADMINISTRATIVE	1666	3443.84	207	6664	3443.84	52	.00	20000	16556.16	17
15	COUNTY	583	.00	0	2332	.00	0	.00	7000	7000.00	0
20	OUTSIDE PLANT MAINTENACE	2333	.00	0	9332	.00	0	.00	28000	28000.00	0
90	OTHER SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
32	10 AUDIT	416	.00	0	1664	.00	0	.00	5000	5000.00	0
20	LEGAL SERVICES	700	165.00	24	2800	900.00	32	.00	8400	7500.00	11
34	10 ENGINEERING SERVICES	1000	573.75	57	4000	3995.00	100	.00	12000	8005.00	33
30	NETWORK SYSTEM MANAGEMENT	5333	.00	0	21332	11672.90	55	.00	64000	52327.10	18
50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0	.00	0	.00	0
43	10 BUILDINGS AND GROUNDS	166	.00	0	664	3124.80	471	.00	2000	1124.80-	156
25	NETWORK EQUIPMENT	383	.00	0	1532	1190.00	78	.00	4600	3410.00	26
87	UTILITIES LOCATES	83	.00	0	332	.00	0	.00	1000	1000.00	0
44	10 OFFICE SPACE RENTAL	437	1311.00	300	1748	1311.00	75	.00	5244	3933.00	25
52	10 LIABILITY	458	.00	0	1832	.00	0	.00	5500	5500.00	0
30	PROPERTY	0	.00	0	0	.00	0	.00	0	.00	0
53	20 POSTAGE	16	.00	0	64	.00	0	.00	200	200.00	0
30	TELEPHONE	30	33.08	110	120	158.35	132	.00	360	201.65	44
40	LEGAL NOTICES	33	.00	0	132	.00	0	.00	400	400.00	0
54	00 ADVERTISING	108	.00	0	432	500.00	116	.00	1300	800.00	39
57	10 PERMIT	33	.00	0	132	.00	0	.00	400	400.00	0
58	10 TRAVEL, FOOD & LODGING	33	173.93	527	132	353.93	268	.00	400	46.07	89
50	TRAINING AND CONFERENCES	58	.00	0	232	.00	0	.00	700	700.00	0
70	MEMBERSHIPS/DUES/SUBSCRIP	16	.00	0	64	.00	0	.00	200	200.00	0
80	SCHOLARSHIPS	0	.00	0	0	.00	0	.00	0	.00	0
60	10 OFFICE SUPPLIES	16	.00	0	64	.00	0	.00	200	200.00	0
63	80 OLIFE SCHOLARSHIPS	166	.00	0	664	2000.00	301	.00	2000	.00	100
90	ROBOTICS GRANTS	166	.00	0	664	.00	0	.00	2000	2000.00	0
69	50 MISCELLANEOUS EXPENSES	41	8.99	22	164	229.11	140	.00	500	270.89	46
60	POLE CONNECTION FEES	750	.00	0	3000	2408.54	80	.00	9000	6591.46	27
70	RIGHT OF WAY FEES	1315	1287.75	98	5260	3797.25	72	.00	15790	11992.75	24
80	ASSETS <\$5000	208	.00	0	832	.00	0	.00	2500	2500.00	0
02	** MATERIALS & SERVICES	16547	6997.34	42	66188	35084.72	53	.00	198694	163609.28	18
03	CAPITAL OUTLAY										
74	20 TELECOMMUNICATIONS EQUIP	1666	.00	0	6664	.00	0	.00	20000	20000.00	0
78	50 FIXED ASSET RECLASS ACCT	0	.00	0	0	.00	0	.00	0	.00	0
03	** CAPITAL OUTLAY	1666	.00	0	6664	.00	0	.00	20000	20000.00	0
05	OTHER										
87	00 DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
05	** OTHER	0	.00	0	0	.00	0	.00	0	.00	0
660	** FINANCIAL OPERATIONS	18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16
66	** EXPENSE-ACCOUNT	18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16

DEPT 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 QLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****ENCUMBER*****		*****UNENCUMBER*****	
SUB	SUB	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER	BUDGET	BALANCE	BDGT
66											
660											
	05										
		DIV 6000 TOTAL	*****								
DEPT 60		TOTAL	*****								
		QLIFE									
		18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16
		18213	6997.34	38	72852	35084.72	48	.00	218694	183609.28	16

BA ELEM SUB	DESCRIPTION	FUND 600 QUALITYLIFE AGENCY FUND	DEPT/DIV 9500 OTHER USES/	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	ANNUAL BUDGET	UNENCUMB. BALANCE	%
SUB													EDGT
81 91	OLIFE CAPITAL FUND	26320	28713.09	109	105280	114852.36	109	.00	.00	.00	315844	200991.64	36
83 10	ESD E-RATE	3333	.00	0	13332	.00	0	.00	.00	.00	40000	40000.00	0
05 **	OTHER	29653	28713.09	97	118612	114852.36	97	.00	.00	.00	355844	240991.64	32
06	CONTINGENCY / UAFFB												
88 00	CONTINGENCY	3750	.00	0	15000	.00	0	.00	.00	.00	45000	45000.00	0
89 00	UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	.00	.00	.00	0	.00	0
06 **	CONTINGENCY / UAFFB	3750	.00	0	15000	.00	0	.00	.00	.00	45000	45000.00	0
60 **	FINANCIAL OPERATIONS	33403	28713.09	86	133612	114852.36	86	.00	.00	.00	400844	285991.64	29
60 **	EXPENSE-ACCOUNT	33403	28713.09	86	133612	114852.36	86	.00	.00	.00	400844	285991.64	29
DIV 9500 TOTAL *****													
		33403	28713.09	86	133612	114852.36	86	.00	.00	.00	400844	285991.64	29
DEPT 95 TOTAL *****													
		33403	28713.09	86	133612	114852.36	86	.00	.00	.00	400844	285991.64	29
FUND 600 TOTAL *****													
		51616	35710.43	69	206464	149937.08	73	.00	.00	.00	619538	469600.92	24

City of The Dalles

FUND 601 OLIFE CAPITAL FUND		***** CURRENT *****		***** YEAR-TO-DATE *****		***** ANNUAL *****		UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATE	ESTIMATE	BALANCE
300	BEGINNING BALANCE							
300	00 00	18,260	20.00-	73,040	212,639.77	291	219,124	6,484.23
300	**	18,260	20.00-	73,040	212,639.77	291	219,124	6,484.23
300	*** BEGINNING BALANCE	18,260	20.00-	73,040	212,639.77		219,124	6,484.23
330	INTERGOVERNMENTAL REVENUE							
331	FEDERAL REVENUES	0	.00	0	.00	0	0	.00
331	** FEDERAL REVENUES	0	.00	0	.00	0	0	.00
330	*** INTERGOVERNMENTAL REVENUE	0	.00	0	.00	0	0	.00
340	CHARGES FOR SERVICES							
344	UTILITY SERVICES	2,708	2,440.03	10,832	2,440.03	23	32,500	30,059.97
344	** CONNECT CHARGES	2,708	2,440.03	10,832	2,440.03	23	32,500	30,059.97
340	*** CHARGES FOR SERVICES	2,708	2,440.03	10,832	2,440.03		32,500	30,059.97
360	OTHER REVENUES							
369	OTHER MISC REVENUES	0	.00	0	.00	0	0	.00
10 00	ENTERPRISE ZONE PAYMENT	4,166	.00	16,664	.00	50,000	50,000.00	50,000.00
369	** OTHER MISC REVENUES	4,166	.00	16,664	.00	50,000	50,000.00	50,000.00
360	*** OTHER REVENUES	4,166	.00	16,664	.00	50,000	50,000.00	50,000.00
390	OTHER FINANCING SOURCES							
391	OPERATING TRANSFERS IN	0	.00	0	.00	0	0	.00
40 00	IF PMT FROM OTHER FUNDS	26,320	28,713.09	105,280	114,852.36	109	315,844	200,991.64
90 01	OLIFE OPERATING FUND	26,320	28,713.09	105,280	114,852.36	109	315,844	200,991.64
391	** OPERATING TRANSFERS IN	26,320	28,713.09	105,280	114,852.36	109	315,844	200,991.64
393	PROCEEDS- LT LIABILITIES							
10 00	LOAN/BOND PROCEEDS	0	.00	0	.00	0	0	.00
393	** PROCEEDS- LT LIABILITIES	0	.00	0	.00	0	0	.00
390	*** OTHER FINANCING SOURCES	26,320	28,713.09	105,280	114,852.36		315,844	200,991.64
	FUND TOTAL OLIFE CAPITAL FUND	51,454	31,133.12	205,816	329,932.16		617,468	287,535.84

TO: Qlife Board
 Nolan Young, City Manager

FR: Kate Mast, Finance Director

RE: Financial Report for QLIFE – **November 2012**

BANKING:

QLife monies are deposited into a separate bank checking account. We opened a Money Market Account in December 2008 that we transfer excess funds into when possible to earn interest.

The information below is a comparison of budget to actual revenues and expenditures for the month just ended by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

42% of the year has passed.

Each fund exceptions narrative has four possible paragraphs; 1 - is the beginning balance, 2 - is new revenues, 3 - is expenditures and 4 - if present, is budget changes.

Operations (600):

BUDGET COMPARISONS

	<u>July 1, 2012 to November 30, 2012</u>			
	Budget	Actual	Percentage	
Beginning Balance	\$ 50,438	\$ 66,849	132.5%	* see below
Revenues	\$ 569,100	\$ 206,636	36.3%	
Expenditures	\$ 303,694	\$ 38,565	12.7%	
Transfers to Capital/Debt Fund	\$ 315,844	\$ 143,565	45.5%	
Cash at Month End	\$ 52,804.47			

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used here have been audited.*
- 2) Revenues: This month's Charges for Services revenue dropped because of a multiple month refund we gave a customer who had consolidated their rack space. With several new services pending, revenue projections for the year should still be met.
- 3) Expenditures:
 - a. The Buildings and Grounds line item has been over-expended by \$1,124.80 due to the purchase and installation of a security system for the QLife room that was expected to be

completed in the last fiscal year. We will fix this with a budget amendment at the January Board meeting.

- b. The Travel, Food & Lodging line item has been over-expended by \$43.93 due to the lunches provided at the Board meetings. We will fix this with a budget amendment in January.

4) Budget Changes: We will be bringing minor budget amendments to the Board in January.

CAPITAL (601):

BUDGET COMPARISONS

	<u>July 1, 2012 to November 30, 2012</u>		
	Budget	Actual	Percentage
Beginning Balance	\$ 219,124	\$ 212,640	97.0% * see below
Transfers In	\$ 315,844	\$ 143,565	45.5%
Revenues	\$ 82,500	\$ 1,777	3.0%
M&S / Capital Outlay / Other	\$ 367,684	\$ 17,638	4.8%
Debt Expenditures	\$ 249,784	\$ 68,965	27.6%
Cash at Month End	\$ 275,618.93		

Exceptions:

- 1) Beginning Balance: * *The Beginning Balance figures used have been audited.* The shortage is due to timing on the St. Mary's redundancy project and is not a problem.
- 2) Revenues:
- 3) Expenditures:
- 4) Budget Changes: We will be bringing a budget amendment to the Board in January for the \$52,000 approved for the City's Public WiFi expansion and any adjustments needed for current capital construction projects.

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND		***** CURRENT *****		***** YEAR-TO-DATE *****		***** ANNUAL *****		UNREALIZED
ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	ESTIMATED	ACTUAL	ESTIMATED	ESTIMATE	BALANCE
300	BEGINNING BALANCE							
300 00 00		4,203	.00	21,015	66,849.23	318	50,438	16,411.23-
300 **		4,203	.00	21,015	66,849.23	318	50,438	16,411.23-
300 ***	BEGINNING BALANCE	4,203	.00	21,015	66,849.23		50,438	16,411.23-
340	CHARGES FOR SERVICES							
344	UTILITY SERVICES							
10 00	UTILITY SERVICE CHARGES	43,862	37,745.00	86	206,065.00	94	526,350	320,285.00
15 00	LSN CREDITS	0	.00	0	.00	0	0	.00
20 00	CONNECT CHARGES	187	.00	935	450.00	48	2,250	1,800.00
344 **	UTILITY SERVICES	44,049	37,745.00	86	206,515.00	94	528,600	322,085.00
340 ***	CHARGES FOR SERVICES	44,049	37,745.00	220,245	206,515.00		528,600	322,085.00
360	OTHER REVENUES							
361	INTEREST REVENUES							
00 00	INTEREST REVENUES	41	18.77	205	95.72	47	500	404.28
361 **	INTEREST REVENUES	41	18.77	205	95.72	47	500	404.28
369	OTHER MISC REVENUES							
00 00	OTHER MISC REVENUES	0	25.00	0	25.00	0	0	25.00-
20 00	E-RATE REIMBURSEMENT	3,333	.00	16,665	.00		40,000	40,000.00
369 **	OTHER MISC REVENUES	3,333	25.00	1	25.00		40,000	39,975.00
360 ***	OTHER REVENUES	3,374	43.77	16,870	120.72		40,500	40,379.28
390	OTHER FINANCING SOURCES							
392	SALE OF FIXED ASSETS							
00 00	SALE OF FIXED ASSETS	0	.00	0	.00		0	.00
392 **	SALE OF FIXED ASSETS	0	.00	0	.00		0	.00
390 ***	OTHER FINANCING SOURCES	0	.00	0	.00		0	.00
FUND TOTAL	QUALITYLIFE AGENCY FUND	51,626	37,788.77	256,130	273,484.95		619,538	346,053.05

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 Q/LIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****		*****			
BA	ELE OBJ	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	%	
SUB	SUB													EDGT	
66	EXPENSE-ACCOUNT														
660	FINANCIAL OPERATIONS														
02	MATERIALS & SERVICES														
31	10 ADMINISTRATIVE	1666	.00	0	8330	3443.84	41				.00	20000	16556.16	17	
15	COUNTY	593	.00	0	2915	.00	0				.00	7000	7000.00	0	
20	OUTSIDE PLANT MAINTENANCE	2333	.00	0	11665	.00	0				.00	28000	28000.00	0	
90	OTHER SERVICES	0	.00	0	0	.00	0				.00	0	.00	0	
32	10 AUDIT	416	150.00	36	2080	150.00	7				.00	5000	4850.00	3	
20	LEGAL SERVICES	700	255.00	36	3500	1155.00	33				.00	8400	7245.00	14	
34	10 ENGINEERING SERVICES	1000	1694.00	169	5000	5689.00	114				.00	12000	6311.00	47	
30	NETWORK SYSTEM MANAGEMENT	5333	.00	0	26665	11672.90	44				.00	64000	52327.10	18	
50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0				.00	0	.00	0	
43	10 BUILDINGS AND GROUNDS	166	.00	0	830	3124.80	377				.00	2000	1124.80-	156	
25	NETWORK EQUIPMENT	383	.00	0	1915	1190.00	62				.00	4600	3410.00	26	
87	UTILITIES LOCATES	83	.00	0	415	.00	0				.00	1000	1000.00	0	
44	10 OFFICE SPACE RENTAL	437	.00	0	2185	1311.00	60				.00	5244	3933.00	25	
52	10 LIABILITY	458	.00	0	2290	.00	0				.00	5500	5500.00	0	
30	PROPERTY	0	.00	0	0	.00	0				.00	0	.00	0	
53	20 POSTAGE	16	.00	0	80	.00	0				.00	200	200.00	0	
30	TELEPHONE	30	34.92	116	150	193.27	129				.00	360	166.73	54	
40	LEGAL NOTICES	33	.00	0	165	.00	0				.00	400	400.00	0	
54	00 ADVERTISING	108	.00	0	540	500.00	93				.00	1300	800.00	39	
57	10 PERMIT	33	.00	0	165	.00	0				.00	400	400.00	0	
58	10 TRAVEL, FOOD & LODGING	33	90.00	273	165	443.93	269				.00	400	43.93-	111	
50	TRAINING AND CONFERENCES	58	.00	0	290	.00	0				.00	700	700.00	0	
70	MEMBERSHIPS/DUES/SUBSCRIP	16	.00	0	80	.00	0				.00	200	200.00	0	
80	SCHOLARSHIPS	0	.00	0	0	.00	0				.00	0	.00	0	
60	10 OFFICE SUPPLIES	16	.00	0	80	4.29	5				.00	200	195.71	2	
63	80 Q/LIFE SCHOLARSHIPS	166	.00	0	830	2000.00	241				.00	2000	.00	100	
90	ROBOTICS GRANTS	166	.00	0	830	.00	0				.00	2000	2000.00	0	
69	50 MISCELLANEOUS EXPENSES	41	.00	0	205	229.11	112				.00	500	270.89	46	
60	POLE CONNECTION FEES	750	.00	0	1750	2408.54	64				.00	9000	6591.46	27	
70	RIGHT OF WAY FEES	1315	1252.35	95	6575	5049.60	77				.00	15790	10740.40	32	
80	ASSETS <\$5000	208	.00	0	1040	.00	0				.00	2500	2500.00	0	
02	** MATERIALS & SERVICES	16547	3476.27	21	82735	38565.28	47				.00	198694	160128.72	19	
03	CAPITAL OUTLAY														
74	20 TELECOMMUNICATIONS EQUIP	1666	.00	0	8330	.00	0				.00	20000	20000.00	0	
78	50 FIXED ASSET RECLASS ACCT	0	.00	0	0	.00	0				.00	0	.00	0	
03	** CAPITAL OUTLAY	1666	.00	0	8330	.00	0				.00	20000	20000.00	0	
05	OTHER														
87	00 DEPRECIATION EXPENSE	0	.00	0	0	.00	0				.00	0	.00	0	
05	** OTHER	0	.00	0	0	.00	0				.00	0	.00	0	
650	** FINANCIAL OPERATIONS	18213	3476.27	19	91065	38565.28	42				.00	218694	180128.72	18	
66	** EXPENSE-ACCOUNT	18213	3476.27	19	91065	38565.28	42				.00	218694	180128.72	18	

FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****	
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	ENCUMBR.	BUDGET	UNENCUMB.	%
SUB	DESCRIPTION	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP		BALANCE		BDDT
81 91	QLIFE CAPITAL FUND	26320	28713.09	109	131600	143565.45	109	.00	315844	172278.55	46
83 10	ESD E-RATE	3333	.00	0	16665	.00	0	.00	40000	40000.00	0
05 **	OTHER	29653	28713.09	97	148265	143565.45	97	.00	355844	212278.55	40
06	CONTINGENCY / UAFB										
88 00	CONTINGENCY	3750	.00	0	18750	.00	0	.00	45000	45000.00	0
89 00	UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	.00	0	.00	0
06 **	CONTINGENCY / UAFB	3750	.00	0	18750	.00	0	.00	45000	45000.00	0
600 **	FINANCIAL OPERATIONS	33403	28713.09	86	167015	143565.45	86	.00	400844	257278.55	36
60 **	EXPENSE-ACCOUNT	33403	28713.09	86	167015	143565.45	86	.00	400844	257278.55	36
DIV 9500 TOTAL *****		33403	28713.09	86	167015	143565.45	86	.00	400844	257278.55	36
DEPT 95 TOTAL *****		33403	28713.09	86	167015	143565.45	86	.00	400844	257278.55	36
OTHER USES		33403	28713.09	86	167015	143565.45	86	.00	400844	257278.55	36
FUND 600 TOTAL *****		51616	32189.36	62	258080	182130.73	71	.00	619538	437407.27	29
QUALITYLIFE AGENCY FUND		51616	32189.36	62	258080	182130.73	71	.00	619538	437407.27	29

City of The Dalles

ACCOUNT	DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** \$REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** \$REV	***** ESTIMATE	ANNUAL ESTIMATE	UNREALIZED BALANCE
FUND 601	QLIFE CAPITAL FUND									
300	BEGINNING BALANCE									
300 00 00		18,260	.00		91,300	212,639.77	233	219,124	219,124	6,484.23
300 **		18,260	.00		91,300	212,639.77	233	219,124	219,124	6,484.23
300 ***		18,260	.00		91,300	212,639.77		219,124	219,124	6,484.23
330	INTERGOVERNMENTAL REVENUE									
331	FEDERAL REVENUES	0	.00		0	.00		0	0	.00
331 90 00	FEDERAL GRANTS-MISC	0	.00		0	.00		0	0	.00
331 **		0	.00		0	.00		0	0	.00
330 ***		0	.00		0	.00		0	0	.00
340	CHARGES FOR SERVICES									
344	UTILITY SERVICES	2,708	663.09-	25	13,540	1,776.94	13	32,500	32,500	30,723.06
344 20 00	CONNECT CHARGES	2,708	663.09-	25	13,540	1,776.94	13	32,500	32,500	30,723.06
344 **		2,708	663.09-	25	13,540	1,776.94	13	32,500	32,500	30,723.06
340 ***		2,708	663.09-		13,540	1,776.94		32,500	32,500	30,723.06
360	OTHER REVENUES									
369	OTHER MISC REVENUES	0	.00		0	.00		0	0	.00
00 00	OTHER MISC REVENUES	4,166	.00		20,830	.00		50,000	50,000	50,000.00
10 00	ENTERPRISE ZONE PAYMENT	4,166	.00		20,830	.00		50,000	50,000	50,000.00
369 **		4,166	.00		20,830	.00		50,000	50,000	50,000.00
360 ***		4,166	.00		20,830	.00		50,000	50,000	50,000.00
390	OTHER FINANCING SOURCES									
391	OPERATING TRANSFERS IN	0	.00		0	.00		0	0	.00
40 00	IF PMT FROM OTHER FUNDS	26,320	28,713.09	109	131,600	143,565.45	109	315,844	315,844	172,278.55
90 01	QLIFE OPERATING FUND	26,320	28,713.09	109	131,600	143,565.45	109	315,844	315,844	172,278.55
391 **		26,320	28,713.09	109	131,600	143,565.45	109	315,844	315,844	172,278.55
393	PROCEEDS- LT LIABILITIES	0	.00		0	.00		0	0	.00
10 00	LOAN/BOND PROCEEDS	0	.00		0	.00		0	0	.00
393 **		0	.00		0	.00		0	0	.00
390 ***		26,320	28,713.09	109	131,600	143,565.45	109	315,844	315,844	172,278.55
FUND TOTAL	QLIFE CAPITAL FUND	51,454	28,050.00		257,270	357,982.16		617,468	617,468	259,485.84

FUND 601 QLIFF CAPITAL FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		ANNUAL		UNENCUMB.	
BA ELEM OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	BUDGET	BALANCE	BUDGET	BALANCE	%
SUB	DESCRIPTION												BDGT
60	QLIFF FUND												
600	OTHER USES												
84	15 RSRV FOR SYS IMPROVEMENTS	11666	.00	0	58330	.00	0	.00	140000	140000.00	0	0	0
	20 RSRV FOR CO EXPANSION	0	.00	0	0	.00	0	.00	0	.00	0	0	0
05	** OTHER	11666	.00	0	58330	.00	0	.00	140000	140000.00	0	0	0
600	** ** OTHER USES	11666	.00	0	58330	.00	0	.00	140000	140000.00	0	0	0
60	** ** QLIFF FUND	11666	.00	0	58330	.00	0	.00	140000	140000.00	0	0	0
66	EXPENSE-ACCOUNT												
660	FINANCIAL OPERATIONS												
05	OTHER												
84	30 FOR DEBT RETIREMENT	0	.00	0	0	.00	0	.00	0	.00	0	0	0
05	** OTHER	0	.00	0	0	.00	0	.00	0	.00	0	0	0
06	CONTINGENCY / UAFB												
88	00 CONTINGENCY	4184	.00	0	20920	.00	0	.00	50209	50209.00	0	0	0
89	00 UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	.00	0	.00	0	0	0
06	** CONTINGENCY / UAFB	4184	.00	0	20920	.00	0	.00	50209	50209.00	0	0	0
660	** ** FINANCIAL OPERATIONS	4184	.00	0	20920	.00	0	.00	50209	50209.00	0	0	0
66	** ** EXPENSE-ACCOUNT	4184	.00	0	20920	.00	0	.00	50209	50209.00	0	0	0
DIV	9500 TOTAL *****	15850	.00	0	79250	.00	0	.00	190209	190209.00	0	0	0
DEPT	95 TOTAL *****	15850	.00	0	79250	.00	0	.00	190209	190209.00	0	0	0
FUND	601 TOTAL *****	51450	20234.05	39	257250	86602.48	34	600.00	617468	530265.52	14	14	14

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: OPERATING 600
 FISCAL YEAR: 2012-13

PERIOD DETAIL FROM: 9/26/2012 TO: 11/7/2012

Revenue:	Billed as of	Monthly	41,745.00
		Non reoccurring	2,890.03
	QLife Monthly Billings	BILLING DONE ON THE 20TH	

TOTAL: **44,635.03**

Expenditures:			
City of The Dalles	ROW		1,284.75
Commstructures	Engineering		573.75
City of The Dalles	Quarterly invoice Rent/Services		4,754.84
Anzac	Lunch		99.00
Gorge net	Phone		33.88
Commstructures	On call consulting		1,694.00
City of The Dalles	ROW		1,252.35
Keith Mobley	Legal Services		255.00

TOTAL: **9,947.57**

FUND: CAPITAL 601
 FISCAL YEAR: 2012-13

PERIOD DETAIL FROM: 9/26/2012 TO: 11/7/2012

Revenue:

TOTAL:

Expenditures:			
Columbia State Bank	Commercial Loan/Interest		11,494.11
Commstructures	Bisector		348.75
NorthSky	Wasco Co P&P		225.00
NorthSky	GOHBI		1487.81
NorthSky	GOHBI		975.00
Cables for Less (via City Cc)	Redundancy/Bisector		3,182.00
Commstructures	Bisector		477.50
Ernies Lock	Bisector		68.50

TOTAL: **18,258.67**

QLIFE - LISTING OF FINANCIAL TRANSACTIONS

FUND: OPERATING 600
 FISCAL YEAR: 2012-13

PERIOD DETAIL FROM: 11/8/2012 TO: 12/12/2012

Revenue:	Billed as of	40,945.00
	Billing NRC	2,700.00
	QLife Monthly Billings	BILLING DONE ON THE 20TH

TOTAL: **43,645.00**

Expenditures:		
Anzac	Lunch	90.00
Gorge net	Phone	34.92
Commstructures	Engineering	1,641.25
City of The Dalles	ROW	1,132.35
Keith Mobley	Legal	405.00
School District 21	E Rate reimburse	29,548.80

TOTAL: **32,852.32**

FUND: CAPITAL 601
 FISCAL YEAR: 2012-13

PERIOD DETAIL FROM: 11/8/2012 TO: 12/12/2012

Revenue:

TOTAL:

Expenditures:		
Columbia State Bank	Commercial Loan/Interest	11,494.11
Platt	Bisector	58.00
Platt	Bisector	60.86
Commstructures	Bisector	4418.75
Bank of The West	Credit Card payment for Cables for Less Bisector	1,793.10
MCEDD	Loan	3,514.86

TOTAL: **21,339.68**

QLife Network

QualityLife Intergovernmental Agency

TO: QualityLife Intergovernmental Agency Board

FROM: Izetta Grossman, Secretary

DATE: December 12, 2012

SUBJECT: District 21 Recommendation for Grant Use

Background: The Board asked staff to discuss with District 21 how they believe grant funds from QLife would be best utilized. We indicated that robotics was one of the things we had thought of for use of funds, however, would appreciate input from the district. They feel the funds would be best utilized to purchase five laptops for the Virtual Academy Program.

Following is the reply from the district:

"We are proud of our newly established Virtual Academy Program which staff are working hard to implement for students K-12th grade in North Wasco County School District 21. This program has been established for those students within our district boundaries who thrive in an educational environment outside of the traditional classroom. One requirement of participating in the Virtual Academy Program is that families own or are able to obtain a working computer along with internet access. We would like to offer struggling families an opportunity to participate in this program by using a check-out system for their student. Families would still be responsible for internet access, but with many free Wi-Fi spots currently available within our community as well as within the school district we feel this is workable for families. We believe that with this generous grant funding from the *QLife Program*, North Wasco County School District continues to follow our Mission Statement - *"Provide foundational skills that encourage like-long learning and positive citizenship."*

While this isn't directly connected to a technology program it uses the funds to offer technology to families that may not otherwise have access, creating a better quality of life for the students now and in the future.

Board Alternatives:

1. Staff recommendation: Authorize staff to issue a check in the amount of \$2,000 to District 21 for 5 laptops for the new Virtual Academy Program.
2. Authorize staff to issue a check to District 21 for use with the robotics program
3. Decline to issue a check at this time.

October 22, 2012

To the Board of Directors
QualityLife Intergovernmental Agency
The Dalles, Oregon

We have audited the financial statements of the business-type activities of QualityLife Intergovernmental Agency for the year ended June 30, 2012. Professional standards (for Certified Public Accountants) require that we provide you with the following information about our responsibilities under general accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 15, 2012. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by QualityLife Intergovernmental Agency are described in Note 1 to the financial statements. As described in Note II to the financial statements, the QualityLife Intergovernmental Agency implemented three new accounting pronouncements, GASB No. 61 *The Financial Reporting Entity: Omnibus*, GASB No. 62 *Codification of Accounting and Financial Reporting Guidance in Pre-November 30, 2009 FASB and AICPA Pronouncements*, and GASB No. 63 *Financial Reporting of deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Agency's financial statements was:

Management's estimate of the accumulated depreciation is based on historical cost and straight-line depreciation. We evaluated the key factors and assumptions used to develop the accumulated depreciation amount in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of Capital Assets in Note II.C to the financial statements summarizes the changes in capital assets for the year ended June 30, 2012

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. No misstatements were noted during the audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 22, 2012.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We noted no other audit findings or issues during our audit.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

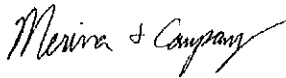
Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Board of Directors and management of the QualityLife Intergovernmental Agency and is not intended to be and should not be used by anyone other than these specified parties.

If you should have any questions or comments, we will be pleased to discuss this report with you at your convenience.

Very truly yours,

A handwritten signature in cursive script that reads "Merina & Company".

Merina & Company, LLP
Certified Public Accountants and Consultants

November 15, 2012

To the Board of Directors
QualityLife Intergovernmental Agency
The Dalles, Oregon

EXECUTIVE SUMMARY OF THOSE CHARGED WITH GOVERNANCE LETTERS

The purpose of this executive summary is to assist you in fulfilling your responsibilities for oversight of the Agency's financial reporting. This letter summarizes the results and conclusions of certain matters required to be communicated to those charged with governance. The full communication to those charged with governance as required by U.S. Auditing Standards Section 380, formerly Statement of Auditing Standards 114, was delivered to you in the Board packet.

- We have completed our audit of the financial statements and related disclosures of the QualityLife Intergovernmental Agency. We issued our report, which contain "clean opinions" on October 22, 2012.
 - Our opinion on the Agency's financial statements is limited to the basic financial statements, supplementary information, and audit comments.
 - The Agency's introductory section of the report has not been audited by us and, accordingly, we expressed no opinion on that data.

Required Communications to Those Charged with Governance

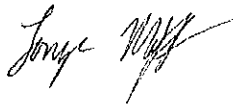
- There were no restrictions on our audit scope.
- There were no disagreements with management.
- There were no significant difficulties incurred during the course of the audit.
- There were three policies adopted or changed from policies previously adopted which were the implementation of GASB Statements No. 61, 62, and 63.
- Management judgments and accounting estimates were found to be appropriate in the circumstances. Estimates included depreciation.
- We did not find any transactions entered into by the Agency during the year that lack authoritative guidance.
- There was no material misstatements noted for proper presentation of the financial statements.

- In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. There were no such consultations with other accountants.

Report Required by Oregon State Regulation

- The Independent Auditor’s Report Required by Oregon State Regulation is located on page 11.
- We tested the following in connection with Oregon Minimum Standards:
 - Collateral
 - Indebtedness
 - Insurance and Fidelity Bonds
 - Programs Funded from Outside Sources
 - Investments
 - Authorized investment of surplus funds
 - Public Contracts and Purchasing

We appreciate the opportunity to have been of service and look forward to working with you in the future. If you have any questions now or in the future please do not hesitate to contact us.



Tonya Moffitt, CPA
Merina & Company, LLP

QLife Network

QualityLife Intergovernmental Agency

TO: QualityLife Intergovernmental Agency Board
FROM: Nolan Young, Administrator *NY*
DATE: December 7, 2012
SUBJECT: Submission of Wasco County Needs and Issue Project

The Wasco County Economic Development Committee annually accepts projects from governmental and nonprofit agencies. The committee then places the projects into two groups; short term projects, and long term projects, and then submits a prioritized list to the Wasco County Commission for consideration. Project forms are due by December 31, 2012 for the 2013 list.

Mid-Columbia Economic Development District (MCEDD) then places these projects in their Comprehensive Economic Development Strategy (CEDs). The projects on this list are also used by the Community Outreach Team as they pursue opportunity driven funding. By having a project on this list QLife will then be poised to take advantage of opportunities for grant funding for the extension of fiber optic service.

Attached is a draft project form that discusses the problem to be addressed, gives project description, and identifies long term economic impact.

Staff Recommendation: Staff is recommending that the QLife Board approve the submittal of a needs and issues project form for extending QLife fiber throughout the downtown area, with sufficient splice boxes to allow fiber to be extended to each building in the downtown area.

Budget Implications: We have the technical and engineering staff working on a ballpark budget estimate, which will include engineering and design work for construction documents and construction costs. The intent would be to have these two costs priorities on the QLife Financial Priorities List and to consider whether or not to fund at least the project design in FY 2013-14 while we pursue opportunities for construction funding.

Board Alternatives:

1. Staff recommendation: Authorize staff to submit a needs and issues project form for extending fiber system in the Historic Downtown Business District.
2. Amend the project and then direct staff to submit project.
3. Direct staff to submit another project.
4. Decline to submit a needs and issue project form for 2013.

2013 Needs and Issues Inventory: Short-Term Projects* Form

(*Project could begin in 2013 if funding was obtained. You might consider breaking large projects up into smaller components.)

Project Name: Downtown Fiber Service Expansion

Submitting Entity/Sponsor: QualityLife Intergovernmental Agency (QLIFE)

Contact Name: Nolan Young

Address: 313 Court Street The Dalles, OR 97058

Phone: 541-506-2032

Fax: 541-296-6906

Email: nyoung@ci.the-dalles.or.us

Project Beneficiary: QLIFE

Project Proponent Type: County City Port Special District Non-Profit Tribe

Other: _____ Intergovernmental Agency _____

Project Location (City):

City of The Dalles Historic Downtown

Description of Problem to be Addressed:

Adequate high speed broadband service at affordable prices has become critical for small businesses to be successful. Although many basic options are available to the many businesses in Downtown The Dalles, proper deployment of available QLife fiber could create more and better service options for the current ISP's to provide to Downtown Businesses.

Project Description (150 words or less)

QLife has a fiber loop that passes through the downtown. Because fiber does not run down every alley and we have limited splice box to send fiber to individual buildings, it is expensive with time delays to provide fiber to individual businesses, We recently made a change to our user fee structure to allow a more cost effective approach for ISP's to provide service to downtown businesses. Now we need to make fiber available. This project will place fiber lines down each alley with the ability to take fiber broadband service to every building.

Long-Term Economic Impact:

More robust and affordable high speed broadband options will help create more business opportunities for the downtown businesses. It will also provide additional incentive for businesses to locate and stay in the Historic Downtown Business District. Those benefiting will include retail establishments who often need online business activity to be successful in today's market. It should help fill the 40 store fronts that are currently vacant.

Service Area Impacted and/or Population Served:

The Dalles Historic Downtown Business District serves a regional market of 75,000 to 85,000. A number of visitors also shop here.

**Project Readiness:
(Permits required
and anticipated start
date)**

QLife should have close to 50% of the funds needed for this project. The first step would be to design the improvement and then obtain needed construction funding.

PROJECT TIMELINE (If funding was obtained)

	Start Date: (MM/DD/YYYY)	End Date: (MM/DD/YYYY)	N/A
Planning/Engineering/Feasibility Studies	07/01/2013	12/31/2013	<input type="checkbox"/>
Construction	02/01/2014	08/31/2014	<input type="checkbox"/>

PROJECT COSTS

	Total Cost (should equal the sum of the two columns to the right)	Amount On Hand	Amount Still Needed
Planning/ Engineering/ Feasibility Costs	\$ TBA	\$ _____ Source(s): <input type="checkbox"/> Local Contribution <input type="checkbox"/> State Funds <input type="checkbox"/> Federal Funds	\$ _____ Source(s): <input type="checkbox"/> Local Contribution <input type="checkbox"/> State Funds <input type="checkbox"/> Federal Funds
Construction Costs	\$ TBA	\$ _____ Source(s): <input type="checkbox"/> Local Contribution <input type="checkbox"/> State Funds <input type="checkbox"/> Federal Funds	\$ _____ Source(s): <input type="checkbox"/> Local Contribution <input type="checkbox"/> State Funds <input type="checkbox"/> Federal Funds

ADDITIONAL QUESTIONS

1. If you are submitting multiple projects, please rank them in order of importance to your entity:
This project ranks as # 1 out of #1 projects submitted by my entity.

2. Is this project concept included on any local or regional plans?
 YES NO Not Sure

3. Is this project concept included within or consistent with an acknowledged local Land Use Comprehensive Plan as recognized by the Department of Land Conservation and Development?
 YES NO Not Sure
 Not Applicable (Does not involve development of land or infrastructure.)

4. Does this project concept address any compliance issue(s)?
 YES NO Not Sure

5. Is there any other information you would like to share about the project?
 This project is consistent with a high community priority to have a vibrant Downtown Business District.

COLUMBIA GORGE
COMMUNITY COLLEGE
FOUNDATION



November 21, 2012

Dear Friends,

Thank you for your support and enthusiasm for Columbia Gorge Community College Foundation. Over the past year, CGCC Foundation provided \$134,000 in scholarships to 114 students enrolled in nursing, renewable energy and other credit courses during the 2011-12 academic year.

CGCC Foundation supports our learning community in many other ways, from library resources, adult literacy and student emergency fund to faculty and staff development. This past year, the foundation also worked toward increasing the size of its endowment fund to receive federal match funds. The CGCC Foundation endowment fund will help provide long-term sustainability for services and programs to our community.

When you support CGCC Foundation, you support our students, employees and Mid-Columbia community at large. Thousands benefit from the quality, affordable education and workforce training made possible by Columbia Gorge Community College.

As the holiday season approaches, I ask that you join me in remembering the foundation in your giving plans.



Dr. Frank Toda

Together, we truly make a difference.

Sincerely,

Dr. Frank Toda, President
Columbia Gorge Community College



Meet Paul...



Photo by Michal Kawka

Thank you to all who helped contribute to my dream! The Renewable Energy Technology Program at CGCC is a perfect fit for me. With a good balance of technical job skills and job searching techniques, CGCC has helped build my confidence in finding a good career in wind turbine technology. Because of my foundation scholarship, I am able to put more energy into the community and participate in CGCC's Delta Energy Club.

After much research, I found that CGCC has the best RET program for my needs. The classes are

challenging and interesting. In addition, the foundation's financial support enabled me to do well enough in school to make the Honor's List first term! I can't express enough my gratefulness for every person who has contributed to my success. Your contributions and support have helped me stay motivated through times of uncertainty.

Recent family challenges have forced me into a different role. At some point, the tables turn and we eventually have to take care of our parents. The tables have turned rather unexpectedly for me, and I need a solid financial means to keep my mother, my brothers, and myself afloat. My family's situation has helped me transform myself into what I need and want to be, while providing me with a positive outlook, focus, and solid direction.

I appreciate the support I have received from CGCC Foundation. I look forward to paying that support forward!

Paul Cook, RET Program, Class of 2013



Photo by Michal Kawka

Why do I support the foundation?

Dear CGCC friends,

I believe that education is key to making the most of one's talents and allowing one to work and live a fulfilling life. I had four children, and I knew that a college education was essential to their growth and career success. I also believed that this opportunity was essential to all the citizens of the Columbia Gorge, which is why I campaigned to establish the community college district and served for 25 years on the Board of Education.

The college started as an area education district in existing facilities downtown, and classes were held in the high schools in the evenings. With the growth of enrollment, CGCC purchased and moved to the present campus in 1993 and 1994. The Board of Education and staff guided the start-up college from the 1976 election that established it to

the beautiful and great community college it is today.

Continued support of Columbia Gorge Community College is essential to the vitality and education of everyone, and those areas contribute to the economic stability and growth of this great region. One aspect of the continued support comes from the great work of CGCC Foundation by providing scholarships that are necessary to assist so many students in building and fulfilling their educational dreams.

Therefore, I will continue to support CGCC Foundation and hope you will, too.

Sincerely, **Carolyn Wood**



Photo by Darlene Marick

Columbia Gorge Community College Foundation is an Oregon 501(c)(3) nonprofit organization. Donations are tax deductible as allowed by law.

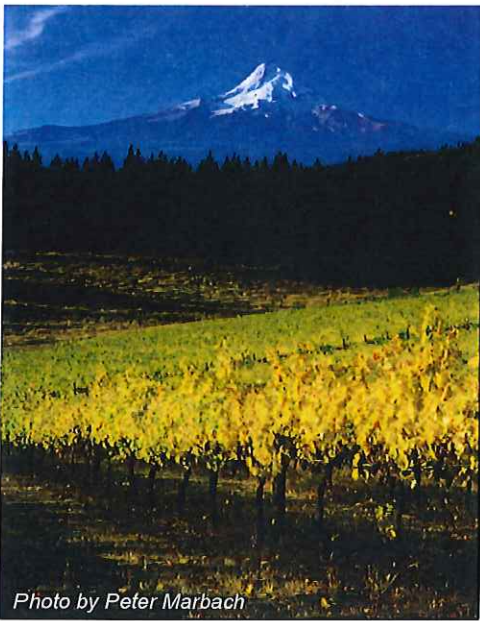


Photo by Peter Marbach

The Enduring Gift

It is possible to give a gift that keeps on giving. For example, you might give someone a year's supply of candy, coffee, or flowers — any number of things. Every month, a box arrives in the mail with another gift installment. It's the gift that endures.

Some of our friends do the same kind of thing with CGCC Foundation. They contribute to the foundation's permanent endowment fund with one or more funding gifts. In the future, a certain amount from the endowment fund is given as a "grant" to CGCC Foundation to support an area of great need at the college, such as student scholarships.

It is an enduring gift because the principal of the fund remains intact. Only a portion of the earnings is used for the grants. As you can imagine, the "gift that keeps on giving" can be enormously satisfying to the donor because it continues after he/she passes away. Established now through a current gift or later through an estate gift, the endowment fund provides an ongoing reminder that the donor believed in the mission of CGCC Foundation and cared enough to provide ongoing support.

Endowment funds can be funded with cash, stock, real estate, or other assets. Once a person contributes to the permanent endowment fund, he/she will become a member of the CGCC Foundation Legacy Society as well as receive annual reports about investment performance and grant usage.

You have a wonderful opportunity to double the impact of your endowment gifts. The U.S. Department of Education will match contributions into the CGCC Foundation endowment fund until September 30, 2015. Please consider making a contribution today that will endure in our community forever!

Is it difficult to give to the endowment fund? Not at all. Please call our Major Gifts Officer, Stephanie Hoppe, at 541-506-6113. You can also find information on our website at www.gorgefoundation.org.

"I have found that among its other benefits, giving liberates the soul of the giver." ~ Maya Angelou

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Photo by Dan Spatz

Founder's Cup

This year's golf tournament raised more than \$16,500 for student scholarships. The Beresford Company's Team Beam and Hoffman Construction won first place. Next year's tournament is on Saturday, Aug. 3, 2013. We hope to see you there!

Thank you to 13th Annual Founder's Cup presenting sponsor Columbia State Bank, event sponsors, volunteers, and participants!



CGCC Foundation was established in 1979 to advance and promote the interests and developments of Columbia Gorge Community College, our students, and our community.

www.gorgefoundation.org

